

**BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

MEETING DATE: 12/20/06

DIVISION: COUNTY ADMINISTRATOR

BULK ITEM: YES

DEPARTMENT: AIRPORTS

STAFF CONTACT PERSON: Peter Horton

AGENDA ITEM WORDING: Approval of Purchase Service Order with URS to prepare Passenger Facility Charge Application # 13, for submission to the Federal Aviation Administration.

ITEM BACKGROUND: This project will be partially funded by a Florida Department of Transportation grant for Planning Studies.

PREVIOUS RELEVANT BOCC ACTION: None on this item.

CONTRACT/AGREEMENT CHANGES: New agreement

STAFF RECOMMENDATION: Approval

TOTAL COST: \$35,500.00

BUDGETED: Yes

COST TO AIRPORT: \$17,750.00

SOURCE OF FUNDS: FDOT & Airports Operating funds

COST TO PFC: None

COST TO COUNTY: None

REVENUE PRODUCING: n/a

AMOUNT PER MONTH /YEAR:

APPROVED BY: County Attorney X OMB/Purchasing X Risk Management X

DOCUMENTATION: Included X

Not Required

AGENDA ITEM # _____

DISPOSITION: _____

/bev
AO
8/06

MONROE COUNTY BOARD OF COUNTY COMMISSIONERS

CONTRACT SUMMARY

Contract #

Contract with: URS

Effective Date: Execution
Expiration Date: 350 days

Contract Purpose/Description: Prepare Passenger Facility Charge Application (PFC) No. 13

Contract Manager: Bevette Moore
(name)

5195
(Ext.)

Airports - Stop # 5
(Department/ Stop)

for BOCC meeting on: 12/20/06

Agenda Deadline: 12/5/06

CONTRACT COSTS

Total Dollar Value of Contract: 35,500.00

Current Year Portion: ~ 29,500.00

Budgeted? Yes

Account Codes: 404-63053-530490-GAKD50

Grant: Yes - FDOT

403-63529-530490-GAMD26

County Match: Airport Operating

ADDITIONAL COSTS

Estimated Ongoing Costs: None
(not included in dollar value above)

For: .
(eg. maintenance, utilities, janitorial, salaries, etc.)

CONTRACT REVIEW

	Date In	Changes Needed Yes No	Reviewer	Date Out
Airports Director	<u>12/4/06</u>	() (x)	<u>Peter Horton</u>	<u>12/4/06</u>
Risk Management	<u>11/2/06</u>	() (x)	<u>M. Steiner</u>	<u>11/2/06</u>
EC <u>11/2/06</u> O.M.B./Purchasing	<u>11/3/06</u>	() (x)	<u>for Risk Management</u>	<u>11/3/06</u>
County Attorney	<u>1/1/06</u>	() ()	<u>Pedro Mercado</u> County Attorney	<u>1/1/06</u>

Comments: _____

PURCHASE / SERVICE ORDER
FOR
MONROE COUNTY

To: URS Purchase Service Order No. 06/07-04

Re: PSA Agreement, Dated: 1-1-02 Resolution

Project Name: Key West International – PFC # 13 Application

Description of Services:

Prepare Passenger Facilities Charge Application (PFC) No.13 for
Collection Purposes.

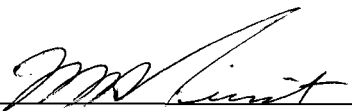
Multiple of Direct Salaries

Lump Sum X Reimbursable Expense

Days to Complete 350 Fee this Service Order \$ 35,500.00

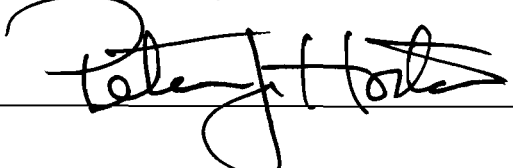
Payment for Services shall be in their entirety as per PSO.

Prepared by:


Milford A. Reisert

Date: 10-20-06

Recommended by:


Date: 10-30-06

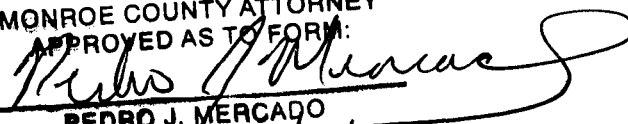
Accepted by:


Carlos Garcia

Date: 10/23/06

Approved by:

Date:

MONROE COUNTY ATTORNEY
APPROVED AS TO FORM:

PEDRO J. MERCADO
ASSISTANT COUNTY ATTORNEY
Date 11/1/06

Memo

To: Board of County Commissioners
From: Peter Horton, Director of Airports
Date: 12/20/06
Re: Agenda Item – URS PSO 06/07-04

Requesting approval of a Purchase Service Order with URS to prepare Passenger Facility Charge Application # 13, for submission to the Federal Aviation Administration.

An FDOT grant for Planning Studies will fund 50% of the cost of these services.

/bev